

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

Draft - MINUTES

PRESENT:	
Felicia Tyler	LHRC Member, Chair
Robin Rukin	LHRC Member, Secretary
Shawn Barco	LHRC Member
Timothy Jones	Office of Human Rights
Herminia MaLok	Five Star Living
Ramon MCorrales	Five Star Living
Maria Parker	C.A.T.C.H
Valdimir Handy	Inner Circle
Ernest Farrell	Residential Living Options
Barbara Farrell	Residential Living Options
Matthew Bradley	Heart & Soul
Jawaun Wheaton	Guiding Young Girls
Clarence Mayo	Faith Hope Care Provider
Ray Price	Chessen and Associates
Carey Chappell	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
Christopher Taggart	Cornerstone Support Services
Sueann Anderson	Brighter Futures
Melissa Gomes	Ethos Leadership Group
Wayne Gomes	Ethos Leadership Group
ABSENT:	
Robert Thompson	LHRC Member
Pierre Ames	Opportunities for Growth

I. CALL TO ORDER

The meeting was called to order by Ms. Tyler, Chairperson at 2:05.

II. REVIEW OF THE MINUTES AND AGENDA

The minutes for the April 8, 2014 meeting were reviewed. A motion was made by R. Rukin to accept the minutes as written. Motion was seconded by S. Barco. Vote was taken, all in favor.

The agenda for the July 8, 2014 meeting was reviewed. A motion was made by R. Rukin to move Residential Living Options request under new business to old business, move Ethos Leadership Project under new business, and add FOIA training for board members after closed session. Motion was seconded by S. Barco. Vote was taken, all in favor.

III. OLD BUSINESS

Topic: Residential Living Options presenting a request to add skilled nursing and day support to their current program.

Action: No motion Residential Living Options removed request from agenda.

IV. NEW BUSINESS

Topic: Five Star Residential Living requesting approval of Closed Circuit Video System Policy.

Action: A motion was made by R. Rukin to accept the new Closed Circuit Video System Policy. Motion was seconded by S. Barco. Vote was taken, all in favor.

Topic: Ethos Leadership Project to brief their program and request affiliation.

Note: OHR stated the following would have to be sent to their office as revisions:

- Compliant Process – Cannot have a dual compliant process
- Service Policy – Correct formatting error starting on the bottom of page 1 through page 3.
- Seclusion and Restraint Policy – Policy states use of seclusion. Cannot use seclusion in their type of program. Needs to be removed. The usage of mechanical restraints for behavioral purposes also needs to be removed.
- Work Policy – Put in “Will not be employing clients.”
- Restraints (part of Behavioral Management Policy) – Write down step by step procedures of de-escalation prior to restraining a client.

Action: A motion was made by R. Rukin to approve Ethos Leadership Project's affiliation and their Program Rules. Motion was seconded by S. Barco. Vote was taken, all in favor.

V. ADVOCATE'S REPORT

Mr. Jones stated that the NNRLHRC only has one vacancy, General vacancy slot. If you have a candidate please have them fill out an application and forward to OHR for review.

Mr. Margaret Walsh, Director of Human Rights will be retiring from her position the end of July 2014. No replacement for her has been assigned.

Mr. Jones reiterated that the quarterly and CHRIS reports need to be submitted “at least” one week prior to the scheduled NNRLHRC meeting. The reports will no longer be accepted at the meeting. If the reports are not received prior to the meeting date, the provider's licensing specialist will be notified. Also the CHRIS report needs to be attached to the quarterly report, even if there are no incidents. If a provider is having a problem with printing out their CHRIS report, attach a note to the quarterly report indicating the problem. This way it will be noted that the provider made an attempt to print out the report prior to submittal.

A new advocate has been hired to replace Hillary Zaneveld's. Her name is Simona Haqq.

VI. STANDING REPORTS

Topic: **General Information**

Discussion: Affiliates were asked to bring any issues that include resident information to be heard in closed session. The following affiliates read aloud their quarterly reports to the board members and OHR:

- Brighter Futures
 - CHRIS report not included.
- Cornerstone Support Services
 - CHRIS report not included.
- Faith Hope Care Provider – New Address: 161 Racine Dr., Newport News, VA 23608
- Five Star Living
- Guiding Young Girls
- Heart & Soul
- Inner Circle
- Newport News Behavioral Health Center
- **Chessen and Associates**
 - Read reports to committee, but were not provided to OHR and NNRLHRC board members prior to meeting. Mr. Jones asked Chessen and Associates to fax their quarterly and CHRIS report to OHR only.
- **C.A.T.C.H.**
 - Read reports to committee, but were not provided to OHR and NNRLHRC board members prior to meeting. Mr. Jones asked C.A.T.C.H. to fax their quarterly and CHRIS report to OHR only.
- **Residential Living Options**
 - Read reports to committee, but were not provided to OHR and NNRLHRC board members prior to meeting. Mr. Jones asked Residential Living Options to fax their quarterly and CHRIS report to OHR only.

VII. PUBLIC COMMENT – No Public Comment

VIII. CLOSED SESSION

Motion: At 3:00pm, R. Rukin moved that the NNRLHRC go into executive session, pursuant to Virginia Code 2.2-371(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review serious incidents from C.A.T.C.H, Inner Circle, and Newport News Behavioral Health Center, pursuant to the regulations. S. Barco seconded the motion.

IX. RECONVENED IN OPEN SESSION

Motion: At 3:40pm, a motion was made by R. Rukin to reconvene into Open Session. Motion seconded by S. Barco and certified to the best of their knowledge only private business matters lawfully exempted from statutory open meeting requirements, and only private business matters identified in the motion to convene the executive session were discussed in executive session.

X. LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATIONS

C.A.T.C.H. – No Recommendations

Inner Circle – No Recommendations

Newport News Behavioral Health Center – No Recommendations

XIII. NEXT SCHEDULED MEETING

The next regular NNRLHRC meeting is scheduled for Tuesday, October 14, 2014 at 2:00pm at Newport News Behavioral Health Center. Refreshments provided by Heart & Soul.

XIV. FOIA training

XV. ADJOURNMENT

Ms. Tyler adjourned the meeting at 4:00pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Co-Chairperson

FT/jma